

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JANUARY 13, 2000
8:30 A.M.**

Commissioners Present: Kathy Campbell, Chair
Bob Workman
Larry Hudkins
Bernie Heier
Linda Steinman

Others Present: Kerry Eagan, Chief Administrative Officer
Bruce Medcalf, Lancaster County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY,
JANUARY 6, 2000**

MOTION: Steinman moved and Hudkins seconded approval of the minutes dated Thursday, January 6, 2000. On call Steinman, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- a. Request for County Board Representation on Lincoln Action Program's Board of Directors
- b. Construction Law Seminar, March 22, 2000, in Omaha, Nebraska
- c. Attendance at Nebraska Association of County Officials (NACO) Workshop, February 9-11, 2000, in Kearney, Nebraska
- d. Letter from the Mayor Regarding Appointment of Doug Ahlberg, Emergency Management Director, to the Emergency Medical Services (EMS) Task Force
- e. January 27th County Board Staff Meeting
- f. Attendance at Lincoln/Lancaster County Health Department Annual Meeting, January 28, 2000

MOTION: Steinman moved and Heier seconded approval of the additions to the agenda. On call Heier, Steinman, Hudkins, Workman and Campbell voted aye. Motion carried.

3 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant

Gordon Kissel, Legislative Consultant, gave a brief legislative update (Exhibit A).

Kissel reported that Senator Thompson will offer AM1966 when LB 652, which provides for a juvenile correctional facilities master plan, is debated (See Exhibit A for a summary of the amendment). He said he plans to meet with Senator Thompson and Sarpy County Juvenile Court Judge Gendler to discuss concerns that the language may curtail the juvenile court judges' flexibility.

The Board asked Kissel to seek input from Lancaster County Juvenile Court Judge Dawson.

Kissel reported briefly on LB 928 and LB 1048, which authorize installment payments for certain property taxes.

Terry Adams, Deputy County Treasurer, said current software will only allow up to four installment payments. He voiced concern regarding the proposed legislation's effect on tax sales and questioned whether individuals would be able to pay taxes ahead of schedule in order to claim income tax credits.

Kissel also reported on LB 985, which changes the exemption amount subject to inheritance tax and creates the County Inheritance Tax Replacement Fund and LB 1074, which changes the exempt amount for inheritance tax purposes. He noted that Senator Redfield is anticipated to prioritize LB 985.

Brief discussion followed on concerns that Inheritance Tax collection will not be reduced, rather shifted to the State.

4 COUNTY COMMISSIONERS STAFFING; DIRECTOR EVALUATION FORM - Georgia Glass, Personnel Director; John Cripe, Classification & Pay Manager

County Commissioners Staffing

Cori Beattie, Administrative Secretary for the County Board, said she would like to expand her job duties to include more administrative functions. She proposed that the Board hire a part-time Clerk Typist to assist with office receptionist and clerical duties.

Eagan said Board members had also articulated a number of duties suitable for a position of Deputy Chief Administrative Officer.

Campbell said these duties would include:

- Public relations
- Work with the legislative consultant and provide legislative testimony
- Work with agency directors to develop programs
- Give speeches
- Assist with grant writing
- Serve as County Board representative to various agencies in the community
- Bring community groups together to forge coalitions

John Cripe, Classification & Pay Manager, said a position of this type does not currently exist in the Personnel system. One could be created in either the classified or unclassified service.

Georgia Glass, Personnel Director, said the unclassified service allows for more flexibility in terms of job description and salary.

MOTION: Heier moved and Steinman seconded to develop a Deputy Chief Administrative Officer position in the unclassified service, pending review by the County Attorney's Office. On call Heier, Steinman, Hudkins, Workman and Campbell voted aye. Motion carried.

The Board also requested a review of the duties and salary of the Administrative Secretary for the County Board.

Director Evaluation Form

Item not covered.

5 LABOR NEGOTIATIONS - Georgia Glass, Personnel Director; John Cripe, Classification & Pay Manager

MOTION: Hudkins moved and Steinman seconded to enter Executive Session at 9:30 a.m. for discussion of labor negotiations. On call Hudkins, Heier, Steinman, Workman and Campbell voted aye. Motion carried.

MOTION: Steinman moved and Hudkins seconded to exit Executive Session at 10:10 a.m. On call Steinman, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

6 EMERGENCY STREAM BANK PROTECTION FOR ELK CREEK (WEST BLUFF ROAD), UNDERSECTION 14 OF FEDERAL FLOOD CONTROL ACT OF 1946 - Don Thomas, County Engineer

Don Thomas, County Engineer, proposed that the County seek emergency stream bank protection for Elk Creek on West Bluff Road under the Federal Flood Control Act of 1946. He explained that, if approved, the federal government will assume responsibility for the project and the county will be assessed 35 percent of the costs.

NOTE: The Board will take action on a letter of acceptance at the Tuesday, January 18th County Board of Commissioners Meeting.

ADMINISTRATIVE OFFICER REPORT

- a. Letter from Don Thomas, County Engineer, Regarding Audubon Society Sign Request

Board consensus to refer the sign request to the Nebraska Department of Roads.

7 RIGHT-OF-WAY ACQUISITION - Don Thomas, County Engineer; Larry Worrell, County Surveyor; Robert Hensarling, Right-of-Way Manager; Mike DeKalb, Planning Department

Larry Worrell, County Surveyor, reviewed a list of right-of-way contracts that had previously been placed on pending (Exhibit B). He recommended that the County Board move forward with these contracts, as approval will not effect buildability.

Board consensus to place the following on the January 18th County Board of Commissioners agenda for action:

- Gary R and Irene R Nedved on Pioneers Boulevard, 98th to 112th Streets, Project C55-P-409(2)
- Joseph P and Emma Marlene Booth on Pioneers Boulevard, 98th to 112th Streets, Project C55-P-409(2)
- Michael J and Myra S Schmaderer on Pioneers Boulevard, 98th to 112th Streets, Project C55-P-409(2)
- Merle C and Phyllis E Schroeder on Pioneers Boulevard, 98th to 112th Streets, Project C55-P-409(2)
- Peter T Pfeifer and Iva Carol Schroeder Pfeifer on Pioneers Boulevard, 98th to 112th Streets, Project C55-P-409(2)
- Joseph and Lori Wilkinson at Southwest 40th Street, Van Dorn to "A" Streets, Project C55-L-403(1)

- Vergene Vandergriend on South 54th Street, one-quarter mile north of Firth Road, Project 00-29
- William C Finigan on North 70th Street, Interstate 80 to Waverly Road, Project C55-G-405(2)

Don Thomas, County Engineer, said the right-of-way contract for Ray Wolfe, North 70th Street to Waverly Road, Project C55-G-405(2), should remain on pending as one of his tracts is a “true” 80 acre parcel.

Mike DeKalb, Planning Department, said a zoning text amendment, requested by the County Board, that includes right-of-way for purposes of density, has passed the Planning Commission and will be scheduled for hearing by the County Board. Similar language is proposed for the City.

Thomas also reported on a right-of-way situation involving property owned by Joan Till at 10455 Pioneers Boulevard. He said in this instance, acquisition of right-of-way will reduce the parcel to under 20 acres. He added that the owner is concerned that this will effect her farm status for sales tax purposes.

Board consensus to write a letter to the Farm Service Agency requesting a definition of “farm”.

Thomas agreed to notify Till that her right-of-way contract is on hold, pending a response from the Farm Service Agency.

8 TEMPORARY EMPLOYEE REQUEST FROM ELECTION COMMISSIONER - Dave Shively, Election Commissioner; Shirley Crocker, Jury Commission

Dave Shively, Election Commissioner, requested authorization to hire one (1) part-time, temporary employee from February 1st through May 15th to assist with Jury Commission duties. He explained that a number of murder trials are scheduled during that time period (Exhibit C) and the District Court is changing to a “Country Docket” format, which has increased the Jury Commission’s workload. The estimated cost of this position is \$3,025.

Campbell suggested the Board send a letter to the District Court Judges thanking them for

their efforts in moving individuals through the court system, and indicating that those savings allowed the Board to grant the Election Commissioner's request for a temporary employee.

MOTION: Hudkins moved and Heier seconded approval of the Election Commissioner's temporary employee request and authorized the letter to the District Court Judges. On call Hudkins, Heier, Workman, Steinman and Campbell voted aye. Motion carried.

ADDITIONS TO THE AGENDA

- a. Request for County Board Representation on Lincoln Action Program's Board of Directors

The Board directed Eagan to notify Beatty Brasch, Lincoln Action Program Director, in writing that the Board will not be appointing a representative to the Lincoln Action Program's Board of Directors.

- b. Construction Law Seminar, March 22, 2000, in Omaha, Nebraska

MOTION: Heier moved and Steinman seconded to authorize Kerry Eagan, Chief Administrative Officer, and Dave Johnson, Deputy County Attorney, to attend, with payment from the Building Fund. On call Steinman, Heier, Workman, Hudkins and Campbell voted aye. Motion carried.

- c. Attendance at Nebraska Association of County Officials (NACO) Workshop, February 9-11, 2000, in Kearney, Nebraska

Hudkins, Heier and Workman will attend.

- d. Letter from the Mayor Regarding Appointment of Doug Ahlberg, Emergency Management Director, to the Emergency Medical Services (EMS) Task Force

Campbell read a letter from Mayor Wesely that stated Doug Ahlberg, Emergency Management Director, was welcome to attend meetings of the Emergency Medical Services (EMS) Task Force, but will not serve in an official capacity (Exhibit D). She added that Ahlberg has agreed to attend the meetings and will share his observations with the Board.

- e. January 27th County Board Staff Meeting

Campbell said that, due to a room scheduling conflict, the January 27th County Board Staff Meeting will end at 11:30 a.m.

- f. Attendance at Lincoln/Lancaster County Health Department Annual Meeting, January 28, 2000

Campbell and Workman will attend.

Hudkins will attend the Junior Achievement Dinner on January 28th.

9 HEATING & COOLING IN THE COUNTY-CITY BUILDING - Don Killeen, County Property Manager

Don Killeen, County Property Manager, reported that temperature in the County-City Building is being maintained at 73.5 to 75.5 degrees, although the entryways remain a problem.

Killeen said he will be meeting with Steve Alvine, the design engineer, at 9 a.m. Friday in the lobby of the County-City Building to discuss heating problems in the building and invited members of the Board to join the discussion.

Gwen Thorpe, Deputy County Clerk, reported on the variance of temperature readings in the County Clerk's Office. She suggested that conduits may be one cause of drafts in the building.

The Board requested that the temperature in the County-City Building be increased an additional two degrees.

10 WORKFORCE INVESTMENT BOARD DRAFT PLAN - Jan Norlander-Jensen, Community Development Manager

Jan Norlander-Jensen, Community Development Manager, presented the following documents:

- A Schedule of the Greater Lincoln Workforce Investment Board's Community Forum Meetings (Exhibit E)
- Membership List for the Greater Lincoln Workforce Investment Board (Exhibit F)
- Draft Plan for the Lincoln Area Workforce Investment Board (Exhibit G)

Norlander-Jensen said the Greater Lincoln Workforce Investment Board will be working through its committee structure in the upcoming months to develop a service system with

program partners. She reported that the deadline for development of the final plan is February 7th. She said the Mayor, who serves as the Chief Elected Official, will not approve the plan until there is review and comment by the Lancaster and Saunders County Boards.

The Board agreed to review the draft plan and scheduled discussion of comments on the agenda for the January 27th County Board Staff Meeting.

11 ADMINISTRATIVE OFFICER REPORT

- a. Letter from Don Thomas, County Engineer, Regarding Audubon Society Sign Request

Moved forward on the agenda.

- b. Petition to Amend Zoning for New Youth Detention Facility

MOTION: Hudkins moved and Steinman seconded to authorize Kerry Eagan, Chief Administrative Officer, to submit a petition to amend zoning for the new youth detention facility. On call Hudkins, Steinman, Workman, Heier and Campbell voted aye. Motion carried.

- c. Desktop Glass for District Court Judges

Eagan reported that glass tops for desks and conference tables in the judges' chambers will cost approximately \$1,030.

Campbell said the glass will protect the surfaces of the new furniture.

MOTION: Workman moved and Heier seconded approval of the request. On call Workman, Hudkins, Steinman, Heier and Campbell voted aye. Motion carried.

- d. Joint Agency Tours

Item deferred until the Midyear Budget Review.

- e. Name Change for New Attention Center for Youth

MOTION: Steinman moved and Hudkins seconded to name the new juvenile detention facility the Lancaster County Juvenile Detention Center. On call Steinman, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

12 DISCUSSION OF BOARD MEMBER MEETINGS

a. Information Services Policy Committee - Steinman

Steinman reported that the Information Services Policy Committee (ISPC) would like to replace the ink jet printers at the kiosks in the County-City Building with laser printers. The County's share of this cost is \$375.

MOTION: Hudkins moved and Heier seconded to authorize the expense. On call Hudkins, Heier, Workman, Steinman and Campbell voted aye. Motion carried.

b. Monthly Meeting with Mayor Wesely - Campbell, Hudkins

This report will be given at the Tuesday, January 18th County Board Staff Meeting.

c. Joint Budget Committee - Campbell, Steinman

Campbell reported that an update was received on the Human Services Needs Assessment and Comprehensive Plan. United Way's new method of allocation was also discussed.

d. General Assistance Monitoring Committee - Campbell, Steinman

Steinman reported that housing issues and criteria for eligibility were discussed. Further discussion of these issues is planned for the next meeting.

e. Public Building Commission - Campbell, Hudkins

This report will be given at the Tuesday, January 18th County Board Staff Meeting.

13 EMERGENCY ITEMS AND OTHER BUSINESS

Board consensus to cancel the County Board Staff Meeting on February 10th. A Staff Meeting will be held immediately following the County Board of Commissioners Meeting on February 8th instead.

14 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk